Revised: November 2005

 $\underline{\textbf{R}} \textbf{equest} \ \underline{\textbf{F}} \textbf{or} \ \underline{\textbf{I}} \textbf{nformation} \ \textbf{and/or} \ \textbf{Change} \ \textbf{of} \ \textbf{Scope}$ 

☐ Fixed Price	☐ Time & Mater		ials Other			RFI#	
Name of Requestor	<u>Date</u>	Company	Name	Contract or PR #	Release	Service Order #	
Location of wo Site Bldg	r <u>k</u> Rm		<u>l</u>	nspector(s)	•	Commissioning Auth.	
Engineer or Architect		REQU	QUEST or CONCERN:			Project Manager	
Category of Request or Concern							
<ul><li>☐ Weather or Site Access delay</li><li>☐ Conflict in Contract Documents</li></ul>			☐ Material or Equipment delay ☐ Errors ☐ Approve Estimate/Submittal ☐ Testing			ors and Omissions ting support needed neel earlier RFI #	
Attachments							
☐ JSHE☐ Bill of Materials ☐ Other	☐ Move List	☐ ES& H	l Informatio	n	s □ Sub	mittals	
RESPONSE: By:	Org:	Phone:	Da	ate: Sig	ınature:		
RFI Change Authorization (not valid without signature)							
** PROJECT FUNDING APPROVAL RECEIVED **  ** RELEASE FUNDING AMOUNT **							
Revised funding authorization		Or	iginal releas	se or as revised t	hrough RFI#	\$	
Change order #			This RFI # additional amount:			\$	
☐ Funds available in VPAT? Initia	als Date					\$	
WFO/ Ticket #/ Ref. #	- 000 4	(	Charges aga	inst this Release sh	all not exceed	I the above without approval	
Project Manager or SDR Approval Date:			Revised Completion Date:				
		Distribution					
		Without Pr With prints	`	otherwise indicated): Bldg. Mgr. Mechanical Electrical	With P	rints: File (Original) Inspector (s)	
			  	Structural Architectural Fire Protection Utility Coordinator	Contr	actor (2 copies)  Maintenance (Submittals Only)	